

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
JULY 28, 2015 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on July 28, 2015 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6th Street, Coupeville, Washington. Helen Price Johnson, Chair, Richard Hannold, Member, and Jill Johnson, Member were present. The meeting began with the Pledge of Allegiance.

Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.

PUBLIC INPUT OR COMMENTS

[Documents on file with the Clerk of the Board]

No public comment given

APPROVAL OF THE AGENDA

Moved from the Consent Agenda to the Regular Agenda:

- *Item 7: Schedule Public Hearing- Ordinance C-79-15 (R-31-15) Regulating Speed Limit on Engle Road*
- *Item 8: Schedule Public Hearing- Ordinance C-80-15 (R-32-15) Regulating Speed Limit on Juniper Beach*
- *Item 9: Schedule Public Hearing- Ordinance C-81-15 (R-33-15) Regulating Speed Limit on Terry Road*

ACTION TAKEN:

Motion by Commissioner Johnson to approve the Agenda as amended with Items 7, 8, and 9 moved to the Regular Agenda, second by Commissioner Hannold. Motion carried 3-0

CONSENT AGENDA

[Documents on file with the Clerk of the Board]

Pre-audited bills:	\$600,313.69
Vouchers:	\$447,921.36
Electronic funds transfers:	\$962.12
Payroll:	\$0
Minutes:	None

Facilities Management

Contract/Contract Bond - Nautilus Construction & Management, LLC; North Whidbey Family Resource Center siding replacement and exterior paint. Amount: \$49,854.55 (including WSST) (RM-FAC2015-206)

Public Works - County Roads

- Contract/Contract Bond – Lakeside Industries, Inc.; 2015 HMA Whidbey Overlays; CRP 15-02/JL01111-0202 (RM-PW-2015-211) (PW1520-096)
- Retainage Bond – Lakeside Industries, Inc.; 2015 HMA Whidbey Overlays; CRP 15-02JL 01111-0202
- Bid Award – Ala Spit Restoration Project; PWP 15-01, JL 00462; Award to HB Hansen Construction, Inc. Amount: \$384,471.90

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MOVED TO REGULAR AGENDA

- ~~Schedule Public Hearing: Ordinance C-79-15 (R-31-15) Regulating Speed Limit on Engle Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 18, 2015 at 10:15 a.m.~~

MOVED TO REGULAR AGENDA

- ~~Schedule Public Hearing: Ordinance C-80-15 (R-32-15) Regulating Speed Limit on Juniper Beach Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 18, 2015 at 10:15 a.m.~~

MOVED TO REGULAR AGENDA

- ~~Schedule Public Hearing: Ordinance C-81-15 (R-33-15) Regulating Speed Limit on Terry Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 18, 2015 at 10:15 a.m.~~
- Schedule Public Hearing: Ordinance C-82-15 (R-34-15) Regulating Speed Limit on Bayview Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland
- Schedule Public Hearing: Ordinance C-83-15 (R-35-15) Regulating Speed Limit on Burley Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland
- Schedule Public Hearing: Ordinance C-84-15 (R-36-15) Regulating Speed Limit on Fox Spit Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland
- Schedule Public Hearing: Ordinance C-85-15 (R-37-15) Regulating Speed Limit on French Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland
- Schedule Public Hearing: Ordinance C-86-15 (R-38-15) Regulating Speed Limit on Langley Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland
- Schedule Public Hearing: Ordinance C-87-15 (R-39-15) Regulating Speed Limit on Smugglers Cove Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland
- Schedule Public Hearing: Ordinance C-88-15 (R-40-15) Regulating Speed Limit on Swede Hill Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 17, 2015 at 6:00 p.m. at Trinity Lutheran Church in the New Building (Gym), 183341 SR 525, Freeland

Treasurer

- E-Pay Services Agreement with Point & Pay LLC to provide electronic payment services for property taxes. Amount: No cost to the County (RM-TREA-2015-214)

ACTION TAKEN:

Motion by Commissioner Johnson to approve the Consent Agenda as amended without Items 7, 8, and 9, second by Commissioner Hannold. Motion carried 3-0

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REGULAR AGENDA

[Documents on file with the Clerk of the Board]

ADDED FROM CONSENT AGENDA

Public Works – County Roads

- Schedule Public Hearing: Ordinance C-79-15 (R-31-15) Regulating Speed Limit on Engle Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 18, 2015 at 10:15 a.m.
- Schedule Public Hearing: Ordinance C-80-15 (R-32-15) Regulating Speed Limit on Juniper Beach Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 18, 2015 at 10:15 a.m.
- Schedule Public Hearing: Ordinance C-81-15 (R-33-15) Regulating Speed Limit on Terry Road Amending Island County Code, Title X, Chapter 10.01. Date and time: August 18, 2015 at 10:15 a.m.

For clarification, Commissioner Hannold confirmed that the three public hearings regulating speed limits on Engle, Juniper Beach, and Terry Roads will be held in the Commissioners' Hearing Room in Coupeville on August 18 at 10:15 a.m.

ACTION TAKEN:

Motion by Commissioner Hannold to schedule the Public Hearings for Ordinances C-79-15, C-80-15, and C-81-15 on August 18, 2015 at 10:15 a.m., second by Commissioner Johnson. Motion carried 3-0

PUBLIC HEARINGS

[Documents on file with the Clerk of the Board]

GSA - Conservation Futures

10:15 a.m. Continued Public Hearing (previously held on July 7 and July 21, 2015 respectively):

- Ordinance C-66-15 Revising Chapters 3.22 and 3.22A, Island County Code with Regards to the Island County Conservation Futures Program. The Ordinance updates the structure, process, and selection criteria of the Island County Conservation Futures Program
- Resolution C-76 -15 Establishing Procedures for the Island County Conservation Futures Program
- Resolution C-77-15 Adopting the Selection Criteria for Proposed Projects to the Island County Conservation Futures Program
- Resolution C-78-15 Adopting Priorities for Proposed Projects to the Conservation Futures Program

Public Hearings were held on July 7 and again on July 21 to provide an opportunity for additional public comment on Ordinance C-66-15 and accompanying resolutions as modified. Following deliberation on July 21, the Board asked staff to amend the resolutions once again and continued the public hearing to July 28 to allow for public comments on those revisions. The resolutions before the Board today contain the agreed changes as discussed at the July 21 public hearing. *(Agreed changes are reflected in the "recap" provided by Ms. Marlow and on file with the Clerk of the Board)*

Ms. Marlow added that upon further review, staff is recommending some housekeeping amendments for clarification. Those amendments include:

- Section on Application Criteria – delete unnecessary words "provide additional direction on" (p. 4 line 14) and replaced the word "Priority" with "Commissioners" for consistency (p. 4 line 15)
- Section on Applications – replaced priorities with "goals" for consistency (p. 4 line 27)

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- Section on Applications – added “Natural Resources Department” to evaluation of out-of-cycle applications (p. 4 line 30)
- Section on Implementation – replaced “acquisition period” with “term of the contract” to allow extensions for both acquisition and M&O projects (p. 5 lines 32-33)
- Added word “Commissioner” to “Board of County” in Exhibit A to make sentence grammatically correct (p. 5, line 23)

Following Board input and discussion about additional changes to the proposed resolutions to reflect their personal and public concerns, Commissioner Price Johnson opened the floor to public comments.

Public comments were offered by:

(Emailed comments added to the Clerk’s record)

- Susan Bennett
- Pat Powell
- Angie Homola

There being no further comment, the public hearing was closed.

ACTION TAKEN:

Motion by Commissioner Johnson to adopt Ordinance C-66-15 Revising Chapters 3.22 and 3.22A, Island County Code with Regards to the Island County Conservation Futures Program as presented, second by Commissioner Hannold. Motion carried 3-0

ACTION TAKEN:

Motion by Commissioner Hannold to amend Exhibit A to Resolution C-76-15 Establishing Procedures for the Island County Conservation Futures Program, second by Commissioner Johnson. Motion carried 3-0

1) *Exhibit A – Page 3 (language underlined is added)*

Conflict of Interest. Any CAB member employed by or serving as a current board member of an applicant organization that has applied for funding in either the M&O or acquisition category(ies), shall recuse herself or himself from the CAB evaluation of that category(ies). No Commissioner, CAB member or county employee shall directly or indirectly benefit from or have an ownership or financial interest in any real property acquired or in any way funded by the Program.

2) *Exhibit A – Page 5 (word underlined is added)*

Board of County Commissioners’ Public Hearing

.... No later than 60 days following the public hearing, the Board of County Commissioners shall determine the allocation of funding for real property acquisition and maintenance and operations projects.

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Motion by Commissioner Hannold to adopt Resolution C-76-15 Establishing Procedures for the Island County Conservation Futures Program as amended (Exhibit A), second by Commissioner Johnson. Motion carried 3-0

ACTION TAKEN:

Motion by Commissioner Johnson to adopt Resolution C-77-15 Adopting the Selection Criteria for Proposed Projects to the Island County Conservation Futures Program as presented, second by Commissioner Hannold. Motion carried 3-0

ACTION TAKEN

Motion by Commissioner Hannold to amend Resolution C-78-15 Adopting Priorities for Proposed Projects to the Island County Conservation Futures Program, second by Commissioner Johnson. Motion carried 3-0

Fifth WHEREAS clause, Item 2

WHEREAS, the Board of County Commissioners desires to establish spending priorities for the year 2015, as follows:

....

(2) Funding of projects that protect areas in or adjacent to Urban Growth and Joint Planning Areas;

Motion by Commissioner Johnson to adopt Resolution C-78-15 Adopting Priorities for Proposed Projects to the Island County Conservation Futures Program as amended, second by Commissioner Hannold. Motion carried 3-0

ACTION TAKEN:

Motion by Commissioner Price Johnson to combine the CAB and TAG for the 2015 cycle and allow applicants adequate time before the presentation to be able to supplement their applications based on the new criteria, second by Commissioner Hannold. Motion carried 3-0

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

Board members provided their respective comments and announcements.

The Board recessed at 11:09 a.m., reconvening at 2:02 p.m. for a Roundtable with Elected Officials and Appointed Department Heads.

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ROUNDTABLE WITH ISLAND COUNTY
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS

[Audio Recording](#)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	X	Jill Johnson	X
Greg Banks	<i>Excused</i>	John Kent	X
Robert Bishop	<i>Excused</i>	Tim Lawrence	X
Mark Brown	X	Elaine Marlow	X
Sheilah Crider	X	Bill Oakes	X
Mary Engle	X	Andrew Somers	X
Wanda Grone	X	Helen Price Johnson	X
Richard Hannold	X	Larry Van Horn	X
Jackie Henderson	X	Debra Van Pelt	<i>Excused</i>
Keith Higman	X	David Wechner	X
Donna Rollag	X		

Together with the monthly departmental roundtable reports by Elected Officials and Appointed department Heads, agenda items included:

Credit Card Payments Online or at the Counter Discussion

An open discussion on what benefit each department would have for taking credit card payments online or at the counter and potential needs and concerns around that use.

Voicemail/Outlook Etiquette Discussion

Presentation by Larry Van Horn

A brief discussion ensued on the topic of voicemail message etiquette and having a cohesive countywide standard. Mr. Van Horn believes that employees should be educated on the proper use of Outlook's out-of-office assistant to ensure the public knows if the employee is out of the office and who to contact in their absence. Having cohesive email signature blocks countywide was also discussed.

Problems Associated Payroll

Presentation by Sheilah Crider

Corrections are being made to the payroll system after the deadline causing problems, delays, and errors. Ms. Crider emphasized accuracy when submitting payroll.

Lean Government Training

Presentation by Helen Price Johnson

Lean Trainings were provided free of charge from the State Auditor's Office to help decrease process and increase efficiencies in the work performed by County staff and officials.

The next Roundtable is scheduled for Tuesday, August 25, 2015 at 2:00 p.m.

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There being no further business to come before the Board the meeting adjourned at 3:35 p.m. The Board will meet next in Regular Session on August 4, 2015 beginning at 10:00 a.m.

**BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON**

Helen Price Johnson, Chair

Richard M. Hannold, Member

Jill Johnson, Member

ATTEST:

Debbie Thompson
Clerk of the Board